**Phillip Alcock**

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**D.O.B: 05/12/1984**

**About me:** I am a highly motivated individual looking to develop my construction career. Having spent most of my adult life in construction related fields I made the decision in Feb 2016 to sit my SSSTS and managers HS&E test with the CITB, and in Feb 2017 I successfully completed my SMSTS course through self funding.

I have strong organizational and interpersonal skills and a professional manner which has served well in dealing with both the public and professionals over the course of my life. I have managed trades/contractors varying from 4 to 140 throughout my time in construction and pushed projects forwards exceeding expected results from clients and employers.

**Experience:**

April 2019 – Present

Freelance

Assistant Site Manager

Since my departure from Geda Construction I have been working in Freelance doing some holiday cover and now as No. 2 on site with Peveril Homes.

I have run sites for periods of 4 weeks as interim management following the departure of the existing manager maintaining forward progress with the site and gaining 6 CML’s whilst also programming and booking further works to meet the build schedule.

In my current role I am responsible for the building of 11 houses, taking them through all stages from slab through to completion, with 3 CML’s completed and a further 3 booked for inspection, and 3 very satisfied customers. I am booking works in, monitoring material quantities and replenishment, maintaining standards of work, upholding all building regs in addition to the many other day to day jobs required to run a construction site. This is in addition to running the further 14 houses in build in a separate area of the site whilst the No.1 Site Manager is taking annual leave.

I am looking for a permanent or long term role which is why I am currently seeking work.

March 2018 – April 2019

Geda Construction

Assistant Site Manager

Initially taken on to work as No.2 manager at Geda’s ‘Thoresway Drive’ development in Lincoln, I was ever present on site from the beginning of March through to Christmas, responsible for snagging, co-ordinating trades, maintaining contact with suppliers and booking deliveries and site welfare maintenance, and liaising with the client, subcontractors and residents on top of also covering site manager duties when my colleague was on annual leave. I was then moved to their Croft Road development at Cosby, Leicester.

In my time at Thoresway Drive I set standards with the trades that were to be met or exceeded whilst monitoring works in earlier stages to ensure improving standards as the job progressed, thereby reducing the snagging time required and making on site amendments to drawings to make sure that everything met the requirements of the clients and building regs. The final phase of handovers were successfully completed 6 weeks ahead of schedule to the full satisfaction of all involved in inspections and the development has now been recommended for an industry award.

I spent the first month and a half of 2019 doing defect repair and remedial works on another site using my knowledge and skill base to make sure that a block of flats met all current building regulations, whilst also using my customer care capabilities to appease the residents who had various defects in their flats.

Then I was moved to Cosby in Leicestershire in Feb 2019 to work as No.2 on another development, again responsible for snagging and trade coordination, making sure that the first stage of phased handovers to the client was completed. In the week before my leaving I successfully handed over the first batch of 6 properties.

Unfortunately the travel for this project was excessive, with up to 5 hours travel a day and over 160 miles, so after discussion with senior management I decided to leave.

August 2017 – February 2018

Chestnut Homes Limited (Tower Staff Recruitment)

Assistant Site Manager/Site Manager

I was posted to Chestnut Homes at their flagship ‘The Quadrant’ site at Boston, Lincolnshire for a 3 month engagement as assistant to the Site Manager. Following the 3 month initial engagement Chestnut Homes decided to keep me on a rolling basis, which kept me at ‘The Quadrant’ until Christmas 2017. It was then decided to send me to another site in Alford, Lincolnshire, to work as the Site Manager for the end of the construction phase.

My responsibilities were: Quadrant: Managing all aspects of construction from 1st fix through to completion, including materials management, liaising with contractors and inspecting bodies, updating of drawings and maintaining the quality of the build.

In my 4 months at Quadrant I got 17 plots ready for handover in January (with 12 CML sign offs in place 3 weeks early), booked and scheduled works for a further 21 units and received commendation from the housing association clerk of works for the high quality of the plots.

Alford: As is expected of a Site Manager I was responsible for every aspect of the project, including final finishing and handover of a house, booking ad scheduling works, liaising with contractors, booking materials for delivery, maintaining health and safety standards, ensuring work was carried out correctly and to the required specification for building control and managing traffic control whilst maintaining public relations.

On my leaving the project is running to schedule, with 2 plots running 2 weeks and 4 weeks ahead of the programme respectively.

The role came to an end due to internal staff becoming available with no current position available to move me to.

June – August 2017

Sandford Construction (Calibre Recruitment)

Bricklayers Supervisor

I was engaged for a 3 month project in Glastonbury on the Glastonbury ICRU to co-ordinate three gangs of bricklayers, manage material stock/call offs, maintain the quality and accuracy of the build and ensure all health and safety was adhered to.

Responsibilities also included liaising with the project manager regularly for updates on the build programme, alterations to the project and general progress reports.

All targets were met during my tenure with minimal wastage of materials and all KPI’s met.

March-June 2017

Persimmon Homes North Mids (Linsco Recruitment)

Assistant site manager

During my 4 week placement I managed the completion of 19 houses to CML completion (with no RI’s) and green card final inspections for 8 of the above, ensuring that the June completion targets were on target and viable to continue with. I also did home demonstrations for clients and liaised with all contractors, the sales team, Persimmons management and the NHBC inspector, and handled requisition of materials on site and call offs to maintain the onward progress of the site.

March 2017

Persimmon homes South Mids (Tay recruitment)

Temp Assistant Site Manager

This role was to cover illness so was only short term, during my three weeks tenure I successfully gained 4 CML’s and green cards and pushed the construction plan forward to meet the schedule on site. This required me to work with all finishing trades as well as groundworkers, bricklayers and the NHBC inspector for the area, which I successfully accomplished.

Feb-March 2017

McIntosh DBR

Foreman/Assistant Manager

I was working direct on a short trial period however the work levels were not sufficient to warrant ongoing employment.

I took over multiple aspects of daily running of the site, liaising with contractors and the client, ensuring the tight schedule to allow the client to move in was kept to, monitoring health and safety and keeping site open after normal hours to facilitate works being completed.

Jan-Feb 2017

Setsquare Recruitment

Temporary Site Manager

McIntosh DBR

Dec 2016

Daniel Owen Recruitment

West point offices

78 Queens Road

Clifton

Bristol

BS8 1QU

08/12/16 – 23/12/16

Logistics co-ordination manger

Beard Construction Ltd.

I worked on a refurbishment site in a residential area of Bristol co-ordinating deliveries and vehicles attending site.

I was responsible for arranging loading/offloading of deliveries ensuring they were kept within the agreed hours, directing vehicles to the correct areas for unloading, parking or holding until the loading bay is clear.

I was also present as a face of the company to provide public relations including ensuring the residents of the area were not disturbed from their daily routines, dealing with enquiries from the public and providing local information when requested.

March 2016 – November 2016

**Tay Recruitment Ltd.**

1st Floor

Aztec Business Centre

Aztec West

Bristol

BS32 4TD

Construction Management.

I have worked through TAY recruitment since March this year as an agency manager, and have worked on the following projects:

26/09/16 – 23/11/16

Persimmon Homes (Severn Valley): Assistant site manager

I worked on Persimmon homes site Cedar Place in Weston Super Mare as assistant site manager on a high paced development of residential timber frame properties. My duties included, but not limited to, co-ordinating the labour on site to achieve KPI’s, snagging and de snagging plots, completing plots for CML’s, arranging call off’s of materials and equipment to facilitate schedules, completing weekly and fortnightly construction programmes and doing weekly build returns and ensuring that the NHBC guidelines were kept to whilst keeping to the demanding handover schedule.

I also covered for full site management for annual leave during this time.

22/03/16 - 08/09/16

RNAS Yeovilton: Finishing foreman on an MOD contract - Rollalong Ltd.

I worked 6 months on the project valued at approx. £130 Million, providing all aspects of management from snagging and de-snagging, to liaising with subcontractors on labour and material levels, first aid cover and material requisitioning amongst other duties.

Unfortunately the contract came to an end and my services were no longer needed, although I am able to provide contact details of the project manager for a reference if desired.

08/09/16 – 16/09/16

Hope House, Bath: Assistant site manager - Ikon Construction Ltd.

I was posted to Ikon construction as assistant site manager and charged with arranging services installation and monitoring Health and Safety on site.

The project was only in the very early phases and it was decided after a week it was unnecessary to have an assistant on site.

19/09/16 – 23/09/16

Gloucester: Assistant site manager – Bovis Homes

Nov 2013 – Feb 2016

Self-employed (GP Locker and cubicle installations Ltd.)

Qualifications:

CSCS Managers Card (Black Card)

First Aid at work (Expires 02/2019)

SMSTS

Employer Certified Joinery and Shop fitting

AS level Maths : B

AS Level French : C

AS Level German: D

8 GCSE’s including English A(B)

**Interests:**

I have 4 children who have heavily influenced my interests for the past 11 years, leading to a lot of involvement with animals and motorsports.

My other interests are in fitness, primarily MMA and field athletics, motor mechanics and animal care. My fiancée currently lives in a countryside village with stable yards, a cattle farm and various other animals kept in small holdings which my daughter and I regularly help look after.

References available on request